



STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
Division of Regulatory Boards
TENNESSEE REAL ESTATE COMMISSION
500 JAMES ROBERTSON PARKWAY
NASHVILLE, TENNESSEE 37243
(615) 741-2273 Fax 615-741-0313
<http://regboards.tn.gov>

ELECTRONIC FINGERPRINT SUBMISSION **ATTENTION ALL APPLICANTS**

Real Estate Affiliate Broker, Broker, Timeshare Salesperson and Acquisition Agent

All applicants are requested to utilize electronic fingerprint submission. Applicants should submit payment for fingerprint processing directly to the provider. Attach a copy of the receipt for electronic fingerprint submission to the application.

Customers have two easy ways to register for fingerprint processing with MorphoTrustUSA.

On-line Registration

Available 24 hours a day, 7 days a week

Option 1:

1. Go to www.identogo.com and choose Tennessee
2. Click Online Scheduling and choose English
3. Enter first and last name
4. Choose Agency Name- DEPT. OF COMMERCE & INSURANCE
5. Choose Applicant Type- REAL ESTATE COMMISSION
6. Enter OR/ number TN920784Z

The rest should be fairly straight forward.

or

Call Center Registration

Available Monday-Friday, 8am-430pm CST

1. Call (855) 226-2937 and speak to a representative.
2. Be sure to have your Agency Information or OR/ number handy when calling.
3. Representatives will collect required information and complete your registration.

Payment of \$42 may be paid by money order at time of printing, or online, or by phone with a credit card.

Option 2:

Out of State Applicants: We encourage out of state applicants to utilize electronic fingerprinting. Please follow the instructions for MorphoTrust USA (L-1 Enrollment) Tennessee Card Scan Processing Procedures. Prints may be submitted electronically following the instructions for L-1 Tennessee Card Scan Processing Procedures "Pay for Ink Card Submissions". You will submit payment for fingerprinting processing directly to L-1. Instructions can be found at www.L1enrollment.com. You must use standard FBI applicant cards (FD-258) and you must have correct ORI, agency and applicant information. Contact this office to request fingerprint cards that can be sent directly to L-1 for processing. The required processing fee is approximately forty-two (\$42.00) per applicant. [Click here](#) to view Senate Bill No. 942, Public Chapter No. 420